

REGISTRATION FORM

Date: February 27, 2003
Time: 7:30 AM to 5PM
Cost: If registrations are received before February 7th
\$150 for first person/\$125 additional
After February 7th
\$175 for first person/\$125 additional

Location: 7012 Governors Ave
East Isla Verde
San Juan, Puerto Rico 00979
Phone: (787) 791-0404

***Deadline for registration is February 24, 2003**

***Refund Policy:**

Full refunds are given 30 days prior

50% refund is given 14-29 days prior

NO refund is granted if you cancel within two weeks of the course

*** Lodging is not included in the registration fee.**

Name _____

Title/Position _____

Organization _____

Business Type _____

Street Address _____

Suite Number _____

City _____

State _____

Zip _____

Phone _____ Fax _____

E-mail _____

Payment (please circle): Visa, MC, American Express, and Discover

Name on Card: _____

Billing Address:
(If different from above): _____

Card Number: _____ Exp. Date: _____

Signature _____

**** If paying by check, the check must be received no later than February 20, 2003.
Payable to: U.S. Census Bureau Project #9506**

Notice to customers sending checks directly to the Census Bureau in Suitland, MD:

Conversion of Checks: If you are presenting a check directly to the Census Bureau, your check will be converted into an electronic fund transfer. When you submit your completed, signed check to the Census Bureau, your check will be copied. The account information from your check will be used to make an electronic fund transfer from your account in the exact amount of the check. The Census Bureau will void the check.

Insufficient Funds: The electronic fund transfer from your account can occur faster than a check is normally processed. Do not present a check to the Census Bureau unless there are sufficient funds available in your checking account. If the electronic fund cannot be completed because of insufficient funds, we may try to make up to two (2) more times.

Authorization: By presenting your check directly to the Census Bureau you authorize the conversion of your check into an electronic fund transfer. If the electronic fund transfer cannot be processed for technical reasons, you authorize us to process the copy of your original check.

* If you have any questions regarding the electronic fund transfer process, please contact our Customer Service Center at (301) 763-INFO (4636), Monday –Friday 8:30AM – 4:30 PM EST, excluding Holidays.

You can register in one of two ways:

Call Charles Pennington on (301) 763-1766

Fax Completed Registration Form with credit card payments to (301) 457-6831.

**** Due to The Safe Mailing Plan, check payments must be mailed via Fed Ex or UPS****

(Check Payment)	2003 U.S. Export Regulations Seminar U.S. Census Bureau 4700 Silver Hill Road Rm. 3125/3 Washington, DC 20233-6700 Attn: Crystal Mackall or Christina Torres
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For Additional questions related to the seminar please contact the Seminar Coordinators, Crystal Mackall or Christina Torres on (301) 763-2238.

"U.S. Export Regulations Seminar"

Conducted by export specialists of:

- **Foreign Trade Division (FTD)**
U.S. Census Bureau
Department of Commerce
- **Bureau of Industry and Security (BIS)****
U.S. Department of Commerce
- **Office of Foreign Assets Control (OFAC)**
U.S. Department of Treasury
- **Office of Defense Trade Controls**
U.S. Department of State
- **Outbound Enforcement Team**
U.S. Customs Service

Thursday, February 27, 2003

7:30 a.m. - 5:00 p.m.

Buffet style breakfast and lunch included

**Courtyard Marriott
7012 Governors Isla Verde
San Juan, Puerto Rico 00979
Phone: (787) 791-0404**

Eight international trade specialists from five key U.S. Government agencies will conduct this comprehensive all-day seminar. The program is designed to inform exporters, freight forwarders, customs house brokers, carriers, and others involved in the export process about U.S. export regulations and requirements.

Discussion Topics

Shipper's Export Declaration (SED)

- Legal Requirements
- U.S. Principal Party in Interest (USPPI)
- Step-by-step process of filing the Shipper's Export Declaration (SED)
- SED Exemption Statements
- Confidentiality of SED Data

Automated Export Systems (AES)

- What is the Automated Export System?
- Benefits of AES
- Export Filing Options
- How to Get Started in AES

Commodity Analysis

- Structure
- Export/Import Classification
- Canadian Data Exchange
- Data Processing

Customs

- Customs Law Enforcement Authority
- What Customs Looks For
- Trade Responsibilities
- Common Misconceptions
- Filing Options

Office of Foreign Assets Control (OFAC)

- Sanction Objectives
- Sanction Targets
- Sanction Prohibitions
- Who is subject to U.S. Jurisdiction?
- Effective Compliance Strategies

State Department

- Licensing Processing Times
- Requirements for Electronic Submissions
- Congressional Notification
- Defense Export Trends
- Defense Trade Security Initiative
- New License Authorization
- ITAR Exemptions

Bureau of Industry and Security (BIS)**

- Role of BIS
- Export Control Process
- Commerce Control List
- License Exceptions
- Submitting the Application
- How to Get Assistance

****(Formally BXA)**